DATE: October 12 2006

TO: City Clerk

FROM: Representative Steve Ortega

ADDRESS   Two Civic Center Plaza, El Paso, TX 79901   TELEPHONE   541-4124

Please place the following item on the (Check one):   CONSENT   X   REGULAR

Agenda for the Council Meeting of   October 17, 2006 – Board Appointment

Item should read as follows: Appointment of Louis Mona to Information Technology Advisory Board, by Representative Steve Ortega, District 7

SPECIAL INSTRUCTIONS:

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Information Technology Advisory Board

NOMINATED BY: Representative Steve Ortega   DISTRICT: 7

NAME OF APPOINTEE   Louis Mona

(Please verify correct spelling of name)

BUSINESS ADDRESS:

CITY: ST: ZIP: PHONE:

HOME ADDRESS:

CITY: ST: ZIP: PHONE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

Fernando Parra

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE):   TERM EXPIRED: X

RESIGNED

REMOVED

OTHER (SPECIFY):

EXPIRATION DATE OF INCUMBENT: 9/5/06

EXPIRATION DATE OF NEW APPOINTEE: 10/17/08

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X

LOUIS MONA

EDUCATION

UNIVERSITY OF TEXAS AT EL PASO   B.B.A. Computer Information Systems

Major Courses Include: Systems Analysis and Design, Advanced Business Systems Development, File and Data Structures, Expert Systems and Decision Support Systems, C, RPGII, RPGIII, and RPG400, Advanced COBOL, BASIC and Novell Networks, Strategic Management and Management Accounting.

EXPERIENCE

July 04 to Current   **EL PASO INDEPENDENT SCHOOL DISTRICT**, El Paso, Texas
Director Administrative Services
Coordinate and supervise the Business Systems, Student Systems and Computer Operations groups. Responsible for the design, development and maintenance of all administrative application solutions. Ensure proper interpretation of business requirements, accurate IT cost estimates and high-quality, cost effective implementation. Manage the budget and expenditures associated with administrative software and hardware.

Feb. 04 to June 04   Interim Executive Director
Plan, organize, and supervise the operations of the Technology and Information Systems department. Responsible for functions related to units within the department: Administrative Services, Network Services and Instructional Services.

Aug. 01 to Feb. 04   Administrator II Application Development
Direct the activities of the Applications Development Group consisting of systems analysts, programmer analysts, programmers, WEB developers and the Computer Operations center. February 2003, accepted the assignment to direct the deployment of SASIxp, the student information system for secondary schools. While many obstacles were in our way, the project was completed in six months, in time for the beginning of the 2003-04 school year.

May 01 to Aug. 01   Evaluation Assistant SCE
Assist SCE Evaluator with State Compensatory Education program evaluations. Serve as contact person for all R&E personnel to provide accurate data in a timely manner. Work with student databases to provide data analysis for ad hoc service requests for campus and district personnel. Created and documented an improved format for office database manipulation by providing an effective and efficient method to download, store, and utilize student information.

Jul. 99 to May 01   Supervisor Computer Operations
Direct the activities of operators and other personnel assigned to the operations and hardware support functions. As Security Officer, ensure that proper security is issued and maintained to district personnel utilizing mid-range computers. Assist programmers, analyst, and training staff to ensure the proper use of systems and obtain maximum utilization of system resources. Administrate data back-up procedures and secure for disaster recovery. Maintain the AS/400 computer system through regularly updated PTF's and operating system upgrades.

Mar. 98 to Jul. 99   Programmer Analyst
Designed and programmed the Professional Development and Appraisal system using MS Access and Visual Basic for Applications. Programmed various applications requiring Optical Character recognition devices. Maintain and troubleshoot EPISD developed applications and customize NCS base product applications. Assist the Supervisor for Computer Operations to monitor the AS/400 system in his absence.

Nov. 95 to Mar. 98	<u>Programmer</u> Design and test program logic, code programs using RPG or Sequel and prepare them for computer operation. Assist the Systems Analyst to establish file requirements and processing specifications. Thoroughly test operation of the completed programs prior to installation. Write user and technical documentation to explain the proper use of programs. Train users. Learn hardware specifications in order to code proper routines.
Jan. 95 to Nov. 95	**FARMERS DAIRIES**, El Paso, Texas <u>M.I.S. Director</u> Planned and directed all data processing activities. Designed and tested program logic, code programs in RPG and MS Access and prepared them for computer operation. Planned for improvements to the company's activities through new or improved systems. Directed the fulfillment of data processing services, development, and production. Installed and managed an Ethernet Thinnet network. Upgraded an obsolete accounting system on the IBM system 36 using a PC based interface. Installed a computerized fleet management system.
Jul. 87 to Dec. 94	**WEST TEXAS SUPERMARKETS**, El Paso, Texas <u>Application Specialist</u> Planned and administered training programs for all personnel. Responsible for the implementation of a computerized direct store delivery system. Gathered and analyzed information for developing and modifying data processing systems. Assist the programmer in interpreting technical specifications. Design and test program logic and prepare them for computer operation. <u>Safety Director</u> Responsible for creating and implementing company safety policies. Duties included: Training and supervising staff on safety issues. Investigate accidents and communicate with insurance company and doctors.
May 78 to May 87	**AMERICAN PARTS SYSTEMS**, INC., El Paso, Texas <u>Purchasing Agent</u> Managed computerized inventory control of auto parts warehouse. Supervised office staff and acted as relief Operations Manager with total responsibility of warehouse operations. Conducted business with vendors and customers.

SKILLS

Business
    Finance and Human Resource Systems for Schools
    Warehouse Systems for Retail and Schools
    Student Information Systems
    Fleet Maintenance Systems

Computer
- Languages: RPGIII and 400, CLP, SQL, Visual Basic for Applications, Visual J++, COBOL, Java and C

- Software: CIMS III Models Programming Tools
  - Microsoft Access and Visual Basic for Applications
  - Client Access by IBM and Rumba by Wall Data
  - Sequel by Advanced Systems Concepts
  - Microsoft Office, SPSS for Windows
  - NCS Scan Tools and Design Expert for Windows
  - SASIxp

- Platforms: IBM System i (i5, AS/400), Microsoft Windows XP, 2000, 98, 95, DOS, UNIX
  - Novell NetWare 6.0

- Hardware: IBM System I(i5, AS/400), PC's and peripherals, wireless communication devices, network printers and OCR devices